

28 December 1981

MEMORANDUM FOR: Director of Finance
VIA: Inspector General
FROM:
Chief, Audit Staff
SUBJECT: Audit of Compensation Division

1. The Audit Staff has scheduled an audit of compensation Division for the period 1 January - 31 December 1981. The audit is scheduled to begin about 1 February 1982. of our Information Systems Audit Division will be the supervising auditor. He will be assisted by approximately five other auditors.

2. The audit will include review of administrative controls and procedures and review of financial and logistical transactions. In addition, automatic data processing applications will be reviewed.

3. We will request a meeting with appropriate officials of the Office of Finance prior to the start of the audit. Please indicate your concurrence by signing and returning the original of this memorandum.

CONCUR:

(signed) Edward L. Sherman

Director of Finance

31 DEC 1981

Date

Distribution:

- Orig. - Signature & Return
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